

Office Memorandum • UNITED STATES GOVERNMENT

TO : Deputy Director of Training (General)

DATE: 8 January 1953

25 YEAR RE-REVIEW

FROM : Chief, Plans and Policy Staff

SUBJECT: Weekly Activities Report -- Period - 2 - 7 January 1953

1. Project 52-17, Near East Language and Area Program. Mr. Dulles called Mr. Humelsine this week and this was the first that Mr. Humelsine was apprised of Agency concern over the execution of the program. He had not received the letter from DDCI transmitted some two weeks earlier. [] and Mr. Humelsine met on 7 January at which time final decision was to be made on the program, but there is no word this date.
2. Project 52-18, Training for New Personnel. Fifteen copies of proposed regulation on training for new professional personnel dispatched to [] for review and action of CIA Career Service Board at the meeting on 15 January. Coordination of regulation with DD/I, DD/A, and DD/P to be accomplished this week. 25X1
3. Project 52-19, Revision of CIA Regulation [] Covering memo to TLO's, convening TLO meeting on 28 January, and requesting coordination of proposed regulation and preparation of comments and recommendations, completed. Approved by D/TR. Copies transmitted to TLO's this date.
4. Project 52-22, Chinese Language Project. The written evaluation of the Chinese teaching materials submitted to FDD is in suspense pending the recovery of the health of the Chinese language expert who had read all the materials and was preparing the written evaluation. FDD has informed us that [] the FDD project officer for the evaluation, was in a serious auto accident and had incurred multiple fractures of the skull. It will be several weeks before he will be able to return to work. If the written evaluation is required in the near future, FDD will assign another of its personnel to read and evaluate the materials. Otherwise, they will have [] continue his report when he recovers. 25X1

Project 52-37, Collection and Source Exploitation Manual. For fuller understanding of interagency coordination and of the processing of requirements, conferences have been held with [redacted] Executive Officer of OCD and with [redacted], Chief and Deputy Chief, respectively, of OCD's Liaison Division. There has also been another conference with L. Douglas Heck, Chief of State's Office of Libraries and Intelligence Acquisition. Retention copies of several items, especially for incorporation in the manual as illustrations, have been obtained from the OCD Library. Writing and rewriting continues.

Project 52-55, CIA-State Exchange Training Program. A meeting was held 25X1
with [redacted] on 6 January, to discuss his comments on the 25X1
memorandum of information prepared by [redacted] of the Office of
Personnel. [redacted] of TR(G) were present. Mr. 25X1
[redacted] was unable to attend but Mr. [redacted] will inform him of recommendations
made by [redacted]

~~SECRET~~

SECRET

25X1

- 25X1 7. Project 52-64, Promotion Policy for OTR. A meeting was held on 6 January with Messrs. [] present to design a format for promotion recommendations which could be used by all components of OTR. A draft of the format designed at the meeting is being prepared for review and comment by appropriate officials.
- 25X1 8. Project 52-71, Revision of CIA Regulation []. In process. After completion of draft of regulation, S/PP will coordinate with [] ✓ 25X1
- 25X1 9. Project 52-72, OTR Section of CIA Report to NSC (1952). OTR Section of Report to NSC completed, approved by D/TR and transmitted to [] ✓
- 25X1 [] Admin Building, on 5 January. Deadline met; project completed.
10. Project 52-73, Training at Non-CIA Facilities Abroad. Brief of language-area and area programs abroad now offered by OTR, along with covering memo to TLO's, approved and signed by D/TR. Copies dispatched to TLO's throughout the Agency. S/PP action on this project completed. ✓
11. Project 52-74, Training Request Forms. S/PP reviewing the various forms used to request training, in order to determine feasibility of a comprehensive training form, or of a number of forms to cover all types of training. Recommendations will be presented to DD/TR(G) and D/TR upon completion of review, coordination, and devising of proposed form(s) or alternate procedure. ✓

25X1

SECRET

25X1